

COMMITTEE ON HUMAN RESOURCES/INSURANCE

April 02, 2013

4:30 p.m.

Chairman Shea called the meeting to order.

The Clerk called the roll.

Present: Aldermen Shea, Ludwig, Greazzo, Roy, Levasseur

Messrs.: J. Gile, F. McNeill

Chairman Shea addressed item 3 of the agenda:

3. [Summary of outstanding arbitrations and grievances submitted by the Human Resources Director.](#)
[\(Note: Provided for informational purposes only; no action required\)](#)

Alderman Levasseur stated it says it is provided for informational purposes only. There is a lot of information that is provided, but it doesn't say when it is settled or whether it was withdrawn or if there was an appeal. Is there more information that we could get or are we not entitled to it because it is a privacy issue? I don't know if Jane is here.

Ms. Jane Gile, Human Resources Director, stated what is it that you are asking?

Alderman Levasseur stated on the first line it says union. I don't know some of these unions or who they represent so when someone says something from IAFF, I don't know what department that is.

Ms. Gile stated IAFF is International Association of Firefighters.

Alderman Levasseur stated I know what it means, but I don't know where they work.

Ms. Gile stated it would be the Fire Department.

Alderman Levasseur asked could we put a column underneath that says...
Doesn't AFSCME represent a lot of different people in the City?

Ms. Gile replied yes.

Alderman Levasseur stated that's what I'm trying to say.

Ms. Gile stated if you would like, I can put what those initial stand for and what department they are in. Yes, I could do that.

Alderman Levasseur stated when it comes to the outcome, I guess I kind of wanted a little more information. When you say on MAFS, vacation accrual, settled between parties. Are we entitled to know how it was settled? I would just like to know a little bit more about what the result is, what department it is. It really doesn't tell me much.

Ms. Gile stated I can give you a little bit of background. In the past, we never submitted this form. Probably about two years it was a request of HRIC just to have a running tally of the number of grievances that are filed by the unions on a yearly basis and to give a snapshot of what the union was, what the grievance was and what the result was. We didn't get into any big detail relative to any of those matters. It was just to give you a snapshot of what was going on in the City. If you want something in addition to that, I could probably provide that to you, but I don't know to what extent the information is that you would like. I think what you

asked initial in terms of the department I can do that. That would not necessarily be a problem. Many of these have arbitration decisions, which are pretty lengthy. I'm not sure if that is something you want to see.

Alderman Levasseur asked can you tell us whether or not the arbitration is being handled in-house or outside? Aren't 95% of them handled within the City Solicitor's Office? I know we had three for outside arbitrators to handle, but I don't know which ones those are and what the results of those were.

Ms. Gile stated the pre-arbs are handled in-house totally so we would meet with the unions to try to resolve any of the situations. If there is no resolution and the union wants to proceed to arbitration then at that point we would proceed to arbitration. A neutral arbitrator would be assigned to the case. The parties would agree. We would get five names and the parties would agree to one name. In the majority of the cases, 99% of the cases, they are handled in-house by the Solicitor's Office. There have recently been three that have been contracted out.

Chairman Shea addressed item 4 of the agenda:

4. [COMPASS Program Summary.](#)

Provided for informational purposes only; no action required

Chairman Shea addressed item 5 of the agenda:

5. [Communication from the Bright Ideas Evaluation Committee recommending that a Bright Idea Award in the amount of \\$500 be awarded to John Baron for his work on the EPD generator.](#)

On motion of Alderman Levasseur, duly seconded by Alderman Roy, it was voted to approve this item.

Chairman Shea addressed item 6 of the agenda:

6. [Communication from the Bright Ideas Evaluation Committee recommending that a Bright Idea Award in the amount of \\$500 be awarded to John Baron for his work on EPD roadway lighting.](#)

On motion of Alderman Levasseur, duly seconded by Alderman Greazzo, it was voted to approve this item.

Alderman Greazzo asked is there anyone from the EPD here? I'm looking at page 6.3, appendix B. This is a completed project?

Mr. Fred McNeill, EPD Engineer, replied that's correct.

Alderman Greazzo asked and you have already received a rebate from PSNH for \$18,000?

Mr. McNeill replied I don't know the status of that rebate. That was the agreed upon amount. I don't know if we have physically received that or not.

Alderman Greazzo asked but it is agreed upon by PSNH to rebate that money for the equipment that you purchased?

Mr. McNeill replied that is correct.

Alderman Levasseur asked will Mr. Baron be brought in front of the full board and recognized by the mayor?

Mr. McNeill replied yes, he can be.

Alderman Levasseur stated these are such outstanding maneuvers and outstanding savings and I know that we just had someone get an award and I'm hoping that the same thing happens with this gentleman.

Ms. Gile stated typically what the process is that it comes before HRIC, it will go to the next Board of Mayor and Aldermen meeting and subject to the full board approval, the recipient would be invited to the next Board of Mayor and Aldermen meeting for their award.

Alderman Levasseur stated great. I know Mr. Baron. He is a great asset to the City of Manchester and I'm very proud of what he accomplished with both of these savings. I think it sends a great message to all of the City employees. I don't know what the higher amounts are, but it seems like a small amount to give him for the savings that were made. I don't know how that is determined.

Ms. Gile stated it is in accordance with the Bright Idea's policy in terms of the amount of the award.

Chairman Shea stated I would like to reiterate what Alderman Levasseur said. I know John Baron very well. He is in my ward. He is a hard worker and one of my loyal supporters.

Chairman Shea addressed item 7 of the agenda:

7. [Communication from David Paris, Water Works Director, requesting the following change to his complement:](#)
 - Elimination of the Assistant Director position (Grade 25)
 - Reclassify the three Division Managers from Grade 23 to Grade 25

On motion of Alderman Levasseur, duly seconded by Alderman Roy, it was voted to discuss this item.

Mr. David Paris, Water Works Director, I've been the director for two months so far and going strong. I am respectfully here before you this evening asking your support for reorganization structure for the upper management at Water Works. Historically or traditionally, Water Works has operated with a director, assistant director in the upper tier, with three division administrators. My request today is to eliminate the assistant director and in so doing, redistribute those responsibilities to the three division administrators, thereby changing them to deputy directors. This is a more horizontal distribution of management responsibilities. I feel very strongly that it is a more team oriented approach. I think Water Works, as well as many other City departments, are probably guilty of silo or unidirectional thinking. This gives me an opportunity to have my three divisions work together. It also strengthens, I think, the department and the respect that they will step in for me at any time as director. That is a leadership responsibility that they will share. They will share in negotiations with our labor groups, as well as sharing in the responsibilities to the Board of Mayor and Aldermen, as well as our board of water commissioners for reporting and so on. I am asking the committee to support me in this and I'm here to answer questions.

Alderman Levasseur stated after reviewing all of the documents.... First of all, how long has the position been empty?

Mr. Paris replied the assistant director has been empty since I took the director's position on February 1st, so two months.

Alderman Levasseur stated it has only been two months. Prior to that, it was filled and it was being paid a salary, of \$139,000?

Mr. Paris replied with benefits, correct.

Alderman Levasseur stated currently, how are the duties being handled at this time?

Mr. Paris replied since becoming director, Alderman, I have taken this approach. It is my approach to management and I have assigned the assistant director responsibilities to my administrators. For instance, renegotiating a contract with Derry for their water supply was done previously by the assistant director or the director. I assigned that to our administrator. We have a cell tower. I'm sure this board wants to hear more about cell towers, but we have a cell tower agreement that is due for renegotiation and that has been delegated to one of the division administrators as well as some property acquisition and so on. I have started doing this with these gentlemen.

Alderman Levasseur asked what was the grade of your position prior to the one you hold now?

Mr. Paris replied the assistant director is a pay grade 25 and I'm currently at pay grade 28. I have been at the Water Works for 38 years so I have actually moved through the labor and management levels in the department, to the degree that I have a very good view of how this works.

Alderman Levasseur asked is 25 the highest that level is going to be able to go?

Mr. Paris replied correct.

Alderman Roy stated on page 7.5, it gives the current organization and the distribution administrator it says it is \$62,000 a year. Is that a misprint?

Mr. Paris replied no, Alderman. I did this spreadsheet myself and my reason for putting in that \$62,000 was that I presumed one of my current staff would be promoted to assistant director if we stayed in the old structure. He would need to be replaced, presumably, by a new employee coming off the street and that is the entry level for a new employee at that level.

Alderman Roy stated the way I am reading that is that there is an employee in that position getting \$62,000 a year now and he is going up to \$102,000. That is a big jump.

Mr. Paris stated that is not correct. The reclassification from pay grade 23 to pay grade 25 is done by going to the next merit step in 23 and then moving to that merit step in 25.

Alderman Roy asked it matches in there?

Mr. Paris replied right.

Alderman Roy stated I was incorrect in assuming that that was going to be a \$50,000 increase. It is going to be more inline with the other two positions where it is actually \$3,000 or \$4,000?

Mr. Paris responded absolutely. Right.

Alderman Ludwig stated so let's say you leave. You just got here so I hope your not, but what happens if someone new comes in at an entry level at grade 18? Are they going to be making less than all three of these directors?

Mr. Paris replied if the mayor, when he nominates or appoints the position, if he went outside and found a person to come in at entry for pay grade 28, I'm not sure what that entry is, but it could possibly be less than his deputy directors. The anticipated succession at Water Works, and I'm sure, in most of the departments of the City, even though I shouldn't assume anything, I suppose, but it has been to promote from within. What has happened is that one of the people who is a deputy or in a high management level would wind up being promoted.

Alderman Ludwig stated I totally support that mechanism for promoting from within, but to me, the City is going to be put in a position where it has to say we can't hire a director who makes less money than the deputies. We are either going to be forced to put him on a pay level within that matrix at a matrix at a high enough point or why have the matrix because if you offer it at step one... I started at a step one when I became director and went through all 14. Other people started at grade eight. That is my issue. I'm not denying these people taking on more responsibility, but I want this committee to recognize that down the road... You are not that far away from them, is what I am saying. Whether you are right or they are right or you are wrong and they are right, I'm not sure, but it is close. When you get someone... In your letter, Dave, it says I believe mayor supports this. Do you know the mayor supports this?

Mr. Paris replied I do, yes. I am certain of his support and I am certain of the Board of Water Commissioner's support as well.

Alderman Ludwig stated so the mayor has looked at this and the mayor is supportive of your reorganization.

Mr. Paris stated that is correct. It probably should be mentioned at some point in time that this derives and annual savings to the Water Works of over \$90,000 on an annual basis so it is a cost savings basis.

Alderman Ludwig asked who is the lucky person who comes to these meetings when you can't come?

Mr. Paris replied I will have three fortunate individuals to choose from.

Alderman Ludwig asked all three are coming?

Mr. Paris replied I could see to it. Part of the new image of the Water Works is more participation, certainly, at this level. These individuals are community gentlemen. They will take part. They are active in the community. I will see to it that one of us is here.

Alderman Ludwig stated I'm sure they are all capable and maybe I can answer my question because maybe it comes from the pertinence of what may be coming on the issue that night, but this board could ask things out in left field when you don't know what is going on. I'm assuming that you have faith in what they are doing in your absence.

Mr. Paris responded I do.

On motion of Alderman Roy, duly seconded by Alderman Greazzo, it was voted to approve this item.

TABLED ITEMS

8. [Report of the Committee on Human Resources/Insurance:](#)
The Committee on Human Resources/Insurance respectfully recommends, after due and careful consideration, that the updated FMLA policy be approved.
(Unanimous vote)
(Note: Tabled 3/5/2013. Referred back to the Committee on Human Resources/Insurance by the Board of Mayor and Aldermen on 2/19/2013. A communication from the Human Resources Director is attached)

This item remained on the table.

9. [Solicitation policy submitted by Jane Gile, Human Resources Director.](#)
(Note: Tabled 12/4/2012)

This item remained on the table.

10. [Draft ordinances for the position of welfare commissioner submitted by Tom Arnold, Deputy City Solicitor.](#)
(Note: Tabled 12/4/2012)

This item remained on the table.

*There being no further business, on motion of **Alderman Levasseur**, duly seconded by **Alderman Ludwig**, it was voted to adjourn.*

A True Record. Attest.



Clerk of Committee

